

**MINUTES OF MEETING  
CYPRESS PARK ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of the Cypress Park Estates Community Development District was held **Tuesday, September 22, 2020** at 11:30 a.m. via Zoom Teleconference, pursuant to Executive Order 20-69, issued by Governor DeSantis, as amended and supplemented.

Present and constituting a quorum:

Scott Shapiro	Chairman
McKinzie Terrill	Vice Chairman
Allan Keen	Assistant Secretary
Hyzens Marc	Assistant Secretary
Steve Rosser	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Sarah Warren	Hopping Green & Sams
Rodney Gadd	Gadd Engineering
Emma Gregory	Hopping Green & Sams
Bob Gang	Greenberg Traurig
Ashton Bligh	Greenberg Traurig

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. There were five members present via Zoom, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted that no members of the public were present to provide comments.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the August 25,  
2020 Board of Supervisors Meeting**

Ms. Burns asked for any questions, comments, corrections to the August 25, 2020 meeting minutes. The Board had no changes.

On MOTION by Mr. Keen, seconded by Mr. Marc, with all in favor, the Minutes from the August 25, 2020 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Appointment of Audit Committee and Chairman**

Ms. Burns suggested that the Board appoint themselves as the Audit Committee, and noted that there will be an Audit Committee meeting directly after the Board meeting adjourned.

On MOTION by Mr. Marc, seconded by Mr. Terrill, with all in favor, Appointment of the Board as the Audit Committee, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-37 Direct Purchase Resolution**

Ms. Burns noted that Resolution 2020-37 determines that if the District purchases construction material directly, they will have significant cost reduction which is in the best interest of the District. It also appoints either the District Manager or the District Engineer the Purchasing Agent.

On MOTION by Mr. Keen, seconded by Mr. Terrill, with all in favor, Resolution 2020-37 Direct Purchase Resolution, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Warren had nothing further to report.

**B. Engineer**

Mr. Gadd had no further report for the Board.

**C. District Manager's Report**

**i. Approval of Funding Request #3**

Ms. Burns presented Funding Request #4 and asked for a motion to approve if the Board had no questions.

On MOTION by Mr. Marc, seconded by Mr. Terrill, with all in favor, Funding Request #4, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated the financials were in the package and if there were any questions she would be glad to answer, but no action was needed.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Keen, seconded by Mr. Marc, with all in favor, the meeting was adjourned at 11:40 a.m..

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman